

The Orissa Gazette

EXTRAORDINARY
PUBLISHED BY AUTHORITY

No. 710 CUTTACK, THURSDAY, MARCH 31, 2011 / CHAITRA 10, 1933

HOME DEPARTMENT

NOTIFICATION

The 22nd March 2011

No. 15082-PDA-II-228/2011-D & A.—In exercise of the powers conferred by Section 2 of the Police Act (Act V of 1861), the State Government do hereby make the following rules to regulate the Recruitment and Conditions of Service of the persons for appointment to the posts of Sepoys/ Constables in Battalions, namely :—

1. Short title and commencement : (1) These rules may be called the Method of Recruitment and Conditions of Service of Sepoys/Constables in Battalions Rules, 2011.

(2) They shall come into force on the date of their publication in the *Orissa Gazette*.

2. Definitions : In these rules, unless the context otherwise requires :—

- (a) “Appointing Authority” means the Commandant/Deputy Commissioner of Police (Armed)/Deputy Commissioner of Police (Security) of the concerned Orissa Special Armed Police Battalions, Orissa State Armed Police (Special Security) Battalion, Special Security Battalion under Commissionerate of Police, Bhubaneswar-Cuttack and India Reserve Battalion as the case may be ;
- (b) “Battalion” unless the context otherwise provides, means Orissa Special Armed Police Battalion, Orissa State Armed Police (Special Security) Battalion, Special Security Battalion under Commissionerate of Police and India Reserve Battalion ;
- (c) “Board” means Board constituted under Rule 5 ;
- (d) “Ex-servicemen” means a person as defined in the Orissa Ex-servicemen (Recruitment to the State Civil Services and Posts) Rules, 1985 ;
- (e) “Recruitment year” means the calendar year during which advertisement for recruitment is actually issued ;
- (f) “Scheduled Castes and Scheduled Tribes” means such Castes and Tribes as notified by the President of India under Articles 341 and 342 of the Constitution of India, respectively ;

- (g) "SEBC" means Socially and Educationally Backward Classes other than the Scheduled Castes and Scheduled Tribes as may be specified by the State Government from time to time ;
- (h) "Select List" means the list of successful candidates prepared by the Battalion Level Selection Board arranged in order of merit, not exceeding the total number of vacancies notified for recruitment in a particular Battalion ; and
- (i) "Sportsmen" means persons, who would have been issued with identity card as Sports person by the Director, Sports as per Resolution No. 24808-Gen. Dt. 18-11-1985 of General Administration Department as amended from time to time.

3. Cadre : (1) The post of Sepoys or Constables, as the case may be, in each Battalion shall constitute a separate cadre.

(2) The incumbents may be deployed to any Battalion, Police Establishments or offices for periods not exceeding seven years at a time in exigency of public service or for administrative reasons or otherwise, without any change of their position in the cadre to which they belong.

(3) Such deployment beyond 7 years for an incumbent may be allowed in the exigency of public service by the Director General & Inspector General of Police.

4. Recruitment : (1) The posts in the Battalion cadres shall be filled up by direct recruitment.

(2) In case of recruitment for India Reserve Battalion, 30% of the vacancies shall be filled up by recruits hailing from districts notified as Extremist/Left Wing Extremist affected :

Provided that the Government may fill up the posts under the provisions of Orissa Civil Service (Rehabilitation Assistance) Rules, 1990.

5. Selection Board : (1) There shall be two Selection Boards to conduct the recruitment test for the post of Sepoys/Constables in different Battalions as follows :—

- (i) State Selection Board at the State Level ; and
- (ii) Battalion Level Selection Board for each Battalion.

(2) The State Selection Board shall be constituted by the Government consisting of the following members, namely :—

- (a) Additional Director General of Police or Inspector General of Police, as the case may be, to act as Chairman.
- (b) One Officer in the rank of Inspector General of Police or Deputy Inspector General of Police shall act as a member.
- (c) One Officer in the rank of Superintendent of Police or Commandant shall act as Member-Convener.
- (d) A representative from the Scheduled Tribes & Scheduled Castes Development, Minorities and Backward Classes Welfare Department to be special invitee.

(3) The Battalion Selection Board shall consist of the following members, namely :—

- (a) One Commandant . . . Chairman
(to be nominated by Chairman, State Selection Board)

- (b) One Additional Superintendent of Police . . . Member
or Deputy Superintendent of Police.
(to be nominated by Chairman, State Selection Board)
- (c) One Deputy Commandant or Assistant Commandant . . . Member
(to be nominated by Chairman, State Selection Board)
- (d) District Welfare Officer or his representative will act as an invitee of the Board.

NOTES : In case of recruitment of Constables for India Reserve Battalions, one representative of the Central Paramilitary Forces not below the rank of Commandant nominated by the Government of India, Ministry of Home Affairs, New Delhi will act as "Member" of the Battalion Level Selection Board.

6. Eligibility : (1) A candidate, to be eligible for consideration, must—

- (a) have passed High School Certificate Examination (Matriculation/10th Class pass) conducted by the Board of Secondary Education, Orissa or an equivalent examination conducted by any other recognized Board or Council ;
- (b) be able to speak, read and write Oriya and must have passed Oriya as one of the subjects in the High School Certificate Examination or an examination in Oriya language equivalent to M. E. standard recognised or conducted by the School & Mass Education Department of Government of Orissa ;
- (c) have registered his name, in one of the Employment Exchanges of the State, before the earliest date of publication of advertisement for recruitment. He shall not have registration in more than one Employment Exchange ;
- (d) be not less than 18 years of age and be not more than 23 (twenty-three) years of age on the 1st day of January of the year in which the advertisement for recruitment is issued :

Provided that the upper age limit in respect of reserved categories of candidates, referred to in Rule 10, shall be relaxed in accordance with the provisions of the Acts, Rules, Orders or instructions in force, for the respective reserved categories.

- (e) not have more than one spouse living ;
- (f) be of good character, and ;
- (g) be of sound health and free from organic defects and physical deformity.

(2) The candidates must have the minimum physical standard of height, weight and chest as follows :—

CATEGORY	HEIGHT	WEIGHT	CHEST	
			UNEXPANDED	EXPANDED
(1)	(2)	(3)	(4)	(5)
Unreserved/SEBC	168 Cm.	55 Kg.	79 Cm.	84 Cm.
Scheduled Caste/ Scheduled Tribe.	163 Cm.	50 Kg.	76 Cm.	81 Cm.

(3) Persons with disability and deformity are not eligible for consideration. Women are also not eligible for consideration for induction into the Battalions.

(4) Eligibility of the candidates can be verified at any stage of the recruitment process. Eligibility of candidates shall be verified with reference to their original certificates, actual measurements of height, weight and chest as mentioned in these rules and physical verification for disability or deformity at any stage of the recruitment process as considered appropriate by the Battalion Level Selection Board.

7. Recruitment Centres : (1) Each Battalion shall ordinarily have one centre for conduct of recruitment test.

(2) The State Selection Board may requisition the services of Government officials or private persons or agencies to assist the Board in the recruitment process.

(3) The Board shall notify, control, supervise and direct the method and process of the recruitment.

8. The Battalion Selection Board shall conduct the recruitment test under the direction and supervision of State Selection Board.

9. The Chairman of the State Selection Board may decide to conduct combined recruitment for more than one Battalion and select the candidates separately for appointment in each Battalion.

10. Reservations : (1) Notwithstanding anything contained in these rules, reservation of vacancies for—

- (a) Scheduled Castes and Scheduled Tribes shall be made in accordance with the provisions of the Orissa Reservation of Vacancies in Posts and Services (for Scheduled Castes and Scheduled Tribes) Act, 1975 and the Rules made thereunder ;
- (b) SEBCs. shall be made in accordance with the provisions of the Orissa Reservation of Posts and Services (for Socially and Educationally Backward Classes) Act, 2008 and instructions, consistent to the said Act, issued by the Government from time to time ;
- (c) Sports persons and Ex-servicemen shall be made in accordance with the provisions made under such Rules, Orders or Instructions, as the case may be, made/issued by the Government, from time to time.

(2) The reservation rules shall be followed Battalion cadrewise.

11. Advertisement of vacancies for recruitment and inviting of applications :

(1) The vacancies for recruitment shall be the existing vacancies in the Battalion plus the anticipated vacancies. The anticipated vacancies shall be limited to number of Sepoys or Constables in the Battalion retiring within the calendar year in which advertisement is issued.

(2) The State Police Headquarters shall collect the number of vacancies for recruitment and their categorywise break up from the Battalions and communicate the same to the State Selection Board. The State Selection Board on receipt of the vacancy position shall advertise for recruitment, the last date for receipt of application shall be one and same throughout the State.

(3) The advertisement, among others shall contain the following :—

- (i) A candidate can apply for recruitment to one Battalion only, if the recruitment test is done for one or more Battalion simultaneously.

- (ii) The application form shall preferably be on the OMR/OCR/e-Application or any other format as prescribed by the State Selection Board.
- (iii) Three self-attested passport size colour photographs of the candidate.
- (iv) Application form shall be purchased on payment for the prescribed amount from the notified places as advertised.
- (v) Every application form shall be accompanied with self-attested copies of High School Certificate (as Proof of Age and Educational qualification), Employment Registration Card, Sports Certificate, National Cadet Corps Certificate, Driving License, Caste Certificates, Unit Discharge Certificate in case of Ex-servicemen, as the case may be. Duly filled in application forms shall be submitted at notified places of the concerned Battalions as indicated in the advertisement.
- (vi) The candidates shall be required to pay Examination Fee at the time of submission of application form. The amount of Examination fees payable by the candidates other than Scheduled Caste and Scheduled Tribe and the mode of payment shall be as decided by the State Selection Board.
- (vii) No Examination fees shall be payable by the candidates belonging to Scheduled Caste and Scheduled Tribe.
- (viii) The advertisement shall also contain eligibility criteria in brief i.e., Height, Weight, Educational qualification, etc.
- (ix) Warning to the candidates that it shall be their responsibility to satisfy themselves about their eligibility under this order before sending the application.
- (x) That the applicants shall be called upon to produce, in support of their eligibility or otherwise, all the relevant documents in original and their self-attested copies (for record) at the time of Physical Measurement and also thereafter. Those who fail to establish their eligibility shall be disqualified and shall not be allowed to participate further in the recruitment process.

(4) Candidature shall be cancelled, if in the opinion of the Battalion Level Selection Board, the candidate is not found eligible for consideration according to the eligibility criteria prescribed.

(5) No application, except in the case of candidates belonging to Scheduled Castes and Scheduled Tribes, shall be considered unless it is accompanied by proof of payment of Examination fees as prescribed.

(6) The self-attested photocopies of the testimonials or certificates submitted by the candidates shall be deemed to be the conclusive proof of the fact of submission of such testimonials or certificates by such candidates for the recruitment.

12. Recruitment Process : (1) (i) An e-Recruitment application software shall preferably be used for entire process from application to generation of final merit list. The Applications shall be given for Data Extraction. The extracted data should contain all the information of a particular candidate like ; Candidate's Name, Father's Name, Date of Birth, Category, Domicile, Educational qualification and any other additional information required by the State Selection Board.

The State Selection Board may consider outsourcing to facilitate the recruitment process.

(ii) Segregation of application of Eligible or Ineligible Candidates shall preferably be done electronically.

The State Selection Board shall decide time and venue of different tests and publicise the same for the information of candidates.

(iii) CCTV technology shall preferably be used to videograph various stages of recruitment and thereby maintain a back up record and also keep track of activities at various recruitment centres functioning across the State. Till arrangement of CCTVs are in place, video recording of Recruitment process may be made.

(iv) Candidate shall be informed of his eligibility or status at different stages and rejection slips indicating reasons for rejection may be issued after physical measurement or after Physical Efficiency Tests. Candidate shall be issued with identity card or admit card as decided by State Selection Board.

(v) The Battalion Level Selection Board shall start the Recruitment Process by conducting the Physical Measurement. Candidates only qualifying in the physical measurement shall proceed to the next stage. The State Selection Board shall decide thereafter the sequence of further tests, i.e. Written Test and Physical Efficiency Test.

(vi) D.G. & I.G. of Police may condone the deficiencies of a candidate, who is deficient in his physical standards of measurements by 3 Cm in height, 2 Cm. in chest and 5 Kg. in weight for his candidature for appointment to the post of Sepoy or Constable provided he has represented the State in a National Level Sports and Games meet. For such representation in Sports and Games, only the certification from the Directorate of Sports shall be considered.

(vii) The amount collected from sale of Application forms and Examination fees will be spent towards expenses incurred in the Recruitment process.

2. Physical Measurement for all categories : Height, Weight and Chest shall be measured to determine the eligibility. **3 (three) bonus marks** shall be awarded to all candidates (irrespective of categories) whose height is 178 Cms. or above. These bonus marks shall be added in total marks while preparing the select list.

If the Candidate does not qualify in any of the physical standard, i.e. (height/weight/chest), he shall not be allowed to appear in further recruitment process.

3. Written Test : Allotted Marks 25 (Twenty five) : The candidates shall be required to appear in a written examination which may consist of objective type multiple choice questions only. The test shall be preferably in OMR or OCR or any other format decided by the State Selection Board. Till such arrangements are made, alternative format may be used, if deemed necessary.

(a) Written test shall consist of multiple choice questions in Oriya Language, English Language, Arithmetic, General Knowledge, Aptitude and Logical Reasoning, etc. The standard of the questions shall be such that a student who has passed High School Certificate Examination shall be able to answer. Different sets of question papers may be prepared, each having the same questions which shall be differently serial numbered.

(b) The State Selection Board shall take steps to conduct the Written Test on the same day and at the same time in all the venues as far as practicable.

- (c) The State Selection Board shall fix the date, time and venues for holding written test
- (d) The State Selection Board shall depute the Superintendent of Police of the concerned district (in which written test is held) and or any other Senior Officer or Officers to act as the observer or observers during the written test.
- (e) The candidates not appearing for written test shall be disqualified
- (f) The State Selection Board shall decide the minimum qualifying marks in the written test.

The whole process of setting of question papers and evaluation of answer sheets may be outsourced, if considered necessary, by the State Selection Board.

4. Medical Screening Test : A Committee consisting of a Medical Officer not below the rank of S.D.M.O. and another Doctor shall conduct medical examination before commencement of the Physical Efficiency Test. The candidates having organic defects, physical deformity or found unfit should not be allowed to appear in Physical Efficiency Tests.

5. Physical Efficiency Test (PET) : (all categories) Allotted Marks 40 : The Physical Efficiency Tests shall comprise of the following events with marks indicated against each :—

(a) Run : 1.6 Kms.	If covered within	5 minutes	10 Marks
		5 minutes 30 seconds	8 Marks
		6 minutes	6 Marks
		6 minutes 30 seconds	4 Marks
	Beyond	6 minutes 30 seconds	Disqualified
(b) High Jump : (3 Chances) qualifying height- 1.22 Meters			
	If cleared in	1st Chance	3 Marks
		2nd Chance	2 Marks
		3rd Chance	1 Mark
		Not able to clear	Disqualified

NOTE : Only those, who qualify high jump of 1.22 meters in the 1st chance, shall be allowed to compete in higher jumps. 3 chances shall be allowed to the candidates to clear 1.38 meters. Only those candidates who qualifies 1.38 meters, another 3 chances shall be given to compete for 1.50 meters. Higher marks shall be awarded as follows :

If cleared in	1.38 Meters	6 Marks
If cleared in	1.50 Meters	8 Marks

NOTE : Marks shall be awarded only for the highest jump cleared

(c) Broad Jump : qualifying length- 3.66 Meters

(Marks shall be given for the best of 3 chances)

If cleared in	3.66 Meters	1 Mark
	4.00 Meters	3 Marks
	4.35 Meters	5 Marks
	4.50 Meters	6 Marks
If not cleared	3.66 Meters	Disqualified

(d) Rope Climbing : 3 Chances only

Each candidate shall be required to climb up to a height of 6 (six) meters from ground level using his hands only in maximum three attempts.

1st Chance	6 Marks
2nd Chance	4 Marks
3rd Chance	2 Marks
Not able to climb (in 3 chances)	Disqualified

(e) Swimming : (40 Meters) (Qualifying)

If covered within	8 minutes	Qualified
Beyond	8 minutes	Disqualified

(f) Cross-Country : 5 Kms. Allotted Marks—10

If covered within	25 minutes	1 Mark
If covered within	24 minutes	2 Marks
If covered within	23 minutes	4 Marks
If covered within	22 minutes	6 Marks
If covered within	21 minutes	8 Marks
If covered within	20 minutes	10 Marks
Beyond	25 minutes	Disqualified

(6) Driving Test : Allotted Marks-05 : The test shall be conducted only for those candidates, who claim in their applications that they are proficient in driving and possess either Light or Heavy Vehicle Driving License for the last one year (excluding learning period) or more from the date of advertisement of vacancies. The State Recruitment Board shall decide the modalities of conducting the driving test and may co-opt expert/experts from Transport Department. Those, who have the Light Vehicle Driving License and pass Light Vehicle Driving Test, shall be awarded 3 marks and those, having Heavy Vehicle Driving License and pass Heavy Vehicle Driving Test, shall be awarded 5 marks. Those appearing for the test and awarded the marks shall be deemed to have accepted

the service condition that, if called upon, they shall have to drive the Light or Heavy vehicle, as the case may be, as part of their normal duties and responsibilities. The Candidates having valid Driving License shall only be allowed to appear in the Driving Test. candidate must produce the Original Driving License, which must tally with the details given by him in the Application form.

(7) Educational Achievements : Allotted Marks-07 : Minimum educational qualification should be pass in High School Certificate Examination (Matriculation) or other equivalent examination.

Academic Qualification	Division	Marks
(i) Matriculation	61% and above	7
(ii) Matriculation	51% and above	4
(iii) Matriculation	41% and above	2
(iv) Maticulation	Compartmental/Supplementary/ less than 41%	No Marks

NOTE : Marks shall be awarded if the examination has been cleared in 1st attempt. No marks shall be awarded for higher academic qualifications.

(8) Sports achievement : Allotted Marks-15 : (a) Sports achievement in the disciplines other than 26 listed below shall not be considered for award of marks :

(i) Athletics	(xiv) Kabaddi
(ii) Archery	(xv) Karate Do
(iii) Badminton	(xvi) Kayaking & Canoeing
(iv) Basketball	(xvii) Lawn Tennis
(v) Body Building	(xviii) Power Lifting
(vi) Boxing	(xix) Rowing
(vii) Cricket	(xx) Shooting
(viii) Cycling	(xxi) Swimming
(ix) Equestrian	(xxii) Table Tennis
(x) Football	(xxiii) Tae Kwon Do
(xi) Gymnastics	(xxiv) Volleyball
(xii) Hockey	(xxv) Weight Lifting
(xiii) Judo	(xxvi) Wrestling

- (b) For each of the 26 sports disciplines above, there are National Sports Federations or Associations, recognized by the Department of Youth Affairs and Sports, Government of India. In case of team games such as Football, Cricket and Hockey, there are separate recognized National Sports Federations for men. The Indian Olympics Association is also a similarly recognized National Sports body for all the Olympic Sports disciplines. The marks shall be awarded for winning medals or positions either in the international competitive sports events or national sports championships organised either by the recognised National Sports Federations or Associations or Indian Olympic Association, or by the corresponding State Sports Association affiliated to the recognised National Sports Federations or Associations.

- (c) The sports events, not being the open National Championship, even if organised by the aforesaid recognised National Federations or Associations, or the corresponding affiliated State Sports Associations shall not be eligible for award of marks for sports achievements.
- (d) Sports achievements in the open National Championships organised for men, junior and sub-junior boys only shall be eligible for award of marks.
- (e) Sports achievements or participation in the open competitive international sports events organized for men, junior and sub-junior boys only shall be eligible for award of marks, provided the participation was sponsored either by the recognised National Sports Federations or Associations or the Indian Olympic Associations.
- (f) It shall be the responsibility of candidates, who may produce certificates of their sports achievements, to establish that the sports events in question were organised by the recognised National Sports Federations or Associations or under their aegis, by their corresponding affiliated State Sports Associations; or in case of International Sports events, the participation was sponsored as required in this Rule; and that the sports certificates produced by them have been issued by the authorised office bearers of such National or the International Sports Organisations. The sports certificates produced must identify the sports meet, the discipline, the event, the venue and the dates on which it was held. It must also mention that it was either an open National Championship or an International Competitive Sports event. The sports achievement certificates issued otherwise than above shall not be eligible for award of marks.
- (g) In case of any doubt with regard to the veracity of the sports achievements certificates, the matter shall be referred to the Director of Sports by the State Recruitment Board for seeking necessary reports or confirmation from the concerned recognised National Sports Federations or Associations or the Indian Olympic Association, as the case may be. The names of such candidates shall not appear in the Select lists until final decision is taken by the State Recruitment Board.
- (h) A candidate must choose only one of his achievements in the aforesaid sports events for awarding the marks. Marks shall not be awarded for more than one achievement.
- (i) The marks shall be awarded for the following sports achievement only :—

- (I) Winning medals in the competitive International Sports meet or Championship

	Marks
For a Gold Medal	15
For a Silver Medal	14
For a Bronze Medal	13

- (II) Representing the Country and participating in a competitive International Sports meet or Championship and winning no medal. 10 Marks

(III) Winning a medals in open National Championship

	Marks
For a Gold Medal	10
For a Silver Medal	7
For a Bronze Medal	5

NOTE—1: The Gold, Silver and Bronze Medals respectively, shall mean the First, Second and Third Rank, whenever, the Medals are not awarded.

NOTE—2 : Recognised National Federation/Association of various sports discipline shall mean recognised by the Department of Youth Affairs & Sports of Government of India.

(9) National Cadet Corps Certificates : The following marks will be awarded to the candidates for possessing NCC certificates :—

	Marks
(i) National Cadet Corps 'A' Certificate	1
(ii) National Cadet Corps 'B' Certificate	3
(iii) National Cadet Corps 'C' Certificate	5

Marks for educational achievements, sports achievements and N.C.C. certificates shall be awarded, in accordance with the provisions of this Rule only.

13. Select List : (1) On completion of the recruitment test, the Battalion Level Selection Board shall draw up a select list of the successful candidates in order of merit, categorywise for each Battalion separately as per the advertisement. The select list shall be prepared in decreasing order of aggregate marks in accordance with the vacancies in which the total persons shall not exceed the number of vacancies advertised.

(2) The Select list shall be prepared in the format as decided by the State Selection Board

(3) The persons getting the higher aggregate marks shall be placed higher in the Select list

(4) If the aggregate marks obtained by two or more persons are equal the person older in age shall be placed above the other in the Select list.

(5) If the date of birth is also the same, the candidate securing higher marks in Physical Efficiency Test, shall be placed higher in the Select list.

(6) If the marks in Physical Efficiency Test are also same, the candidate securing higher marks in written test shall be placed higher in the Select list.

14. Appointments : (1) All the original certificates, like High School Certificate, Employment Registration Card, Caste Certificate, Sports Achievements Certificate, Driving License, Discharge Certificate for ex Servicemen etc. in respect of the candidates placed in the Select list, shall be reverified by the respective appointing authority before the appointment orders are issued to individual candidates. Similarly, medical fitness test shall also be conducted before issuing the appointment orders. The character and antecedents of selected candidates shall also be verified.

(2) The appointment letters shall be pasted with the photographs of the candidates concerned. The seal and signature of the appointing authority shall be given across the photograph which shall be pasted in the Service Book.

(3) The persons appointed shall be on probation for a period of two years or till successful completion of basic course of training.

15. *Inter Se-seniority* : The *inter se*-seniority of candidates appointed as Sepoys or Constables shall be in the order in which their names appear in the Select list.

16. Repeal & Savings : The Orissa Special Armed Police Battalion and Orissa State Armed Police (Special Security) Battalion Service (Method of Recruitment and Conditions of Service of Sepoys) Order, 2006 and India Reserve Battalion Service (Method of Recruitment and Conditions of Service of Constables) Order, 2006, is hereby repealed : Provided that any order passed, appointment made, action taken or things done under the rules so repealed shall be deemed to have been passed, made, taken or done under these rules.

By order of the Governor

U. N. BEHERA

Principal Secretary to Government